



PR-2022-0330-24465



Republic of the Philippines
VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte

PURCHASE REQUEST

Dept./Office: **VSUHSO** PR No.: **GF-2022-03-00335** Date: **03-30-2022**
Section/End-User: **Clara P. Mercado** Category: **Office Supplies**
Funding Source: **General Fund - MOOE** Project Title/Code: **VSU-USHER**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Disinfectant Spray, 340g	can	6	465.00		2,790.00
2	Exhaust Fan (Industrial wall exhaust fan, 12")	unit	4	1,600.00		6,400.00
3	Record Book, Big, 300 pages	pcs	18	80.00		1,440.00
4	Record Book, Big, 500 pages	pcs	9	115.00		1,035.00
	TOTAL					11,665.00

Purpose: FOR HOSPITAL USE

Checked by: DOREEN B. ALBA		Funds Available: ALICIA M. FLORES	
TWG - Office Supplies		HEAD, BUDGET OFFICE ANA C. RUD	
Signature: Printed Name:	Requested by: CLARA P. MERCADO	Noted by: ELWIN JAY V. YU	Approved by: EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	SR PRESIDENT, VSU